

## GRAND FORKS COUNTY COMMISSION MEETING

April 21, 2020 – 4:00 P.M.

The Board met pursuant to adjournment with Commissioners Knauf, Pic, Falck, Rost and Engen present. Commissioners Pic, Engen and Falck participated via telephone.

Moved by Rost, seconded by Pic, to approve the minutes of the April 7, 2020 meeting. Motion carried unanimously.

Moved by Pic, seconded by Falck, to approve the order of the agenda, adding the Human Resource Director after item 7, and the topic of Non-Congregate Shelter added as item 11b. Motion carried unanimously.

Moved by Pic, seconded by Falck, to approve the consent agenda. Items in the consent agenda included: bills as submitted by the County Auditor, Check # 34972 - ND State Tax Commissioner- \$364.71, 34973 - Traill County Sheriff- \$500, 34974 - Traill County Sheriff- \$400, 34975 - Walsh County Sheriff- \$1500, 34976 - Collection Center Inc- \$389.05, 34977 - DCI Credit Service Inc- \$152.11, 34978 - Fremstad Law Firm- \$293.19, 34979 - NYS Child Support Processing Center- \$847.98, 34980 - Robert G Drummond- \$50, 34981 - Rodenburg Law Firm-Fargo- \$156.53, 34982 - United States Treasury- \$91.15, 34983 - US Department of Education Awg- \$258.78, 34984 - City of Larimore (Hwy)- \$63.05, 34985 - City of Northwood (Hwy)- \$172.42, 34986 - 1101 Dental PLLC- \$79, 34987 - 1st Inspections CCTV- \$800, 34988 - 3-D Specialties- \$219.32, 34989 - Accurate Controls- \$7007.71, 34990 - Acquisign LLC- \$500, 34991 - Advanced Engineering & Environmental Ser- \$2489.63, 34992 - Alcohol Monitoring Systems, Inc.- \$1499.2, 34993 - Altru Clinic-Main- \$1368, 34994 - Altru Health System- \$738, 34995 - Altru Health System (978)- \$10787.96, 34996 - Ameripride Services, Inc.- \$572.98, 34997 - At & T Mobility- \$95, 34998 - Baseview Petroleum Inc- \$1830, 34999 - Beartooth Billings Clinic- \$619.13, 35000 - Bob Barker Company- \$409.66, 35001 - Bohlman Trenching Service Inc- \$960, 35002 - Breidenbach Excavating- \$34047.5, 35003 - Burggraf's Ace Hardware- \$92.01, 35004 - Chi St Alexius Health- \$110.48, 35005 - Ci Sport- \$770.66, 35006 - Cintas- \$39.86, 35007 - Cities Area Transit- \$210, 35008 - City of Grand Forks-Fire Dept- \$2448.15, 35009 - City of Grand Forks-Police Dept- \$1708.33, 35010 - City of Grand Forks-Water- \$5823.19, 35011 - Community Service Program- \$2000, 35012 - Dacotah Paper Co- \$510.04, 35013 - Datrue- \$601.16, 35014 - Daydreams Specialties- \$78, 35015 - Deere Credit Inc- \$2985.58, 35016 - Dell Marketing Lp- \$9993.34, 35017 - Development Homes- \$253.75, 35018 - Diamond Drugs, Inc.- \$466.47, 35019 - East Central Regional Water District- \$55, 35020 - Ecolab Pest Elimination Div- \$893.84, 35021 - Embrace Pharmacy Inc.- \$3814.42, 35022 - Empowered Solutions LLC- \$80, 35023 - Enterprise Rent-A -Car- \$141.75, 35024 - Fedex- \$21.02, 35025 - Forum Communications- \$1879.49, 35026 - Forum Communications - Fargo- \$325, 35027 - Galls An Aramark Company- \$2450.94, 35028 - GF Welding & Machine- \$399.6, 35029 - GFC Soil Conservation Dist- \$1000, 35030 - Granicus- \$4650, 35031 - Greatamerica Financial Svcs- \$2030.35, 35032 - Hampton Inn-Bismarck- \$172, 35033 - IBM- \$1169.28, 35034 - Information Technology Dept- \$3479.62, 35035 - Integrity Homecare and Counseling- \$290.78, 35036 - Interstate Power Systems Inc- \$2946.39, 35037 - Interstate Towing & Recovery- \$228.68, 35038 - Kindness Animal Hospital- \$31.5, 35039 - KLJ- \$2361.15, 35040 - Knight Printing- \$712.6, 35041 - Kronos- \$466.89, 35042 - Kutak Rock Llp- \$3825, 35043 - Liberty Business Systems Inc- \$174.23, 35044 - Lithia Payment Processing- \$2419.39, 35045 - Little Falls Machine Inc- \$1406.41, 35046 - Little Keepers.- \$1362.01, 35047 - Live Well Solutions- \$1587.6, 35048 - Loffler- \$46.5, 35049 - Lutheran Social Services-Fargo 11Th St- \$965.5, 35050 - Manvel Oil Coop- \$3330.64, 35051 - Marco -Tx- \$774.26, 35052 - Marco Technologies LLC- \$1057.78, 35053 - Martinez, Melissa- \$200, 35054 - McKesson Medical Surgical- \$357.6, 35055 - Menards- \$477.25, 35056 - Midcontinent Communications-

\$3929.19, 35057 - Mutch Oil Co- \$1347.73, 35058 - Mutch Oil Company- \$817.5, 35059 - Nardini Fire Equipment Co- \$349.75, 35060 - ND Attorney General- \$1003.88, 35061 - ND Dept of Health/Microbiology- \$108, 35062 - ND DHS Finance Dept- \$1690.51, 35063 - ND DHS Finance Dept- \$1459.77, 35064 - ND DHS Finance Dept- \$1718.49, 35065 - ND DHS Finance Dept- \$7060.8, 35066 - ND Secretary of State- \$36, 35067 - ND State Radio Communications- \$3120, 35068 - ND State Tax Commissioner- \$1430.14, 35069 - Networking Specialists- \$194.25, 35070 - Nodak Electric Coop- \$371.4, 35071 - North Dakota Eye Clinic- \$135, 35072 - Northdale Oil- \$13695, 35073 - Northern Plumbing Supply- \$464.4, 35074 - Office Depot-Chicago- \$260.25, 35075 - Office of The State Auditor- \$9000, 35076 - Olsen Chain & Cable Inc- \$700, 35077 - Peru- \$3584.22, 35078 - Petersen Troy- \$61949.01, 35079 - Peterson Medical Clinics LLC- \$50, 35080 - Phoenix Supply- \$1110.3, 35081 - Praxair- \$37.16, 35082 - Probitas Promotions- \$1377.65, 35083 - Puklich Chevrolet Inc- \$144144, 35084 - Quadient Leasing USA, Inc- \$185.85, 35085 - Red Pine Distillery- \$350, 35086 - Reliance Inmate Systems- \$4000, 35087 - Reliance Telephone Systems Inc- \$3562, 35088 - Sam's Clubmc/SynCb- \$2510.98, 35089 - Social Security Administration\_ 2949- \$309, 35090 - Stericycle Inc- \$111.65, 35091 - Streichers- \$592, 35092 - Surplus Center Inc.- \$10.5, 35093 - Teruel, Antonio N - \$16.78, 35094 - Thomson Reuters- \$1478.51, 35095 - Toshiba Business Solutions- \$8882.3, 35096 - Tri Steel Mfg Company- \$70.53, 35097 - UND Office of Safety- \$1322.8, 35098 - US Postmaster-Grand Forks- \$508, 35099 - Valley Dairy- \$215.78, 35100 - Van Beek Traci- \$24.49, 35101 - Verizon Wireless- \$3472.15, 35102 - West Funeral Home- \$2300, 35103 - Xcel Energy - Mpls- \$2656.85 and ACH payments to - Acme Electric/Tool Crib of Nor- \$92.9, - Albrecht Mfg & Repair Inc.- \$371.7, - All Embracing Home Care LLC- \$447.36, - Balco Uniform Co- \$111.34, - Balco Uniform Co- \$153, - Balco Uniform Co- \$52.69, - Batteries Plus Bulbs- \$5.95, - Bell Insurance Services LLC- \$50, - Bell Insurance Services LLC- \$4600, - Benefit Extras Inc- \$1199, - Border States Electric Supply- \$284.7, - Border States Electric Supply- \$747.72, - Border States Electric Supply- \$24.5, - Business Essentials- \$592.58, - Business Essentials- \$59.46, - Business Essentials- \$61.1, - Business Essentials- \$28.83, - Century Electric Inc.- \$452.26, - Century Electric Inc.- \$107, - Cole Paper Inc.- \$197.32, - Cole Paper Inc.- \$548.6, - Cole Paper Inc.- \$32.93, - Cole Paper Inc.- \$142.29, - Cole Paper Inc.- \$824.94, - Cole Paper Inc.- \$197.32, - Cole Paper Inc.- \$99.76, - Cole Paper Inc.- \$530.48, - Cole Paper Inc.- \$64.4, - Cole Paper Inc.- \$199.32, - Cole Paper Inc.- \$96.6, - Culinex (Plexus Company)- \$265.88, - Custom Stripes Inc- \$1160, - Docu Shred Inc- \$113.14, - Evident- \$231.81, - Express Auto Glass- \$150, - Express Auto Glass- \$150, - Express Auto Glass- \$381.86, - Express Auto Glass- \$661.79, - Farmers Oil Co- \$882, - Farmers Oil Co- \$1344, - Home Care Companions- \$328.53, - Home of Economy- \$139.99, - Home of Economy- \$21.54, - Intradyn- \$2505, - Royal Tire Inc- \$691.2, - Rydell Chevrolet- \$58.29, - Sanford- \$205.9, - Sound Decision- \$459.96, - Stein's Inc.- \$181.22, - Sterling Carpet One Floor&Home- \$431.76, - Sterling Carpet One Floor&Home- \$78, - Summit Food Services LLC- \$6893.05, - Summit Food Services LLC- \$6706.02, - Summit Food Services LLC- \$6575.33, - Swanson Excavating- \$2537.5, - Tecta America- \$2124.98, - Telanguage Inc- \$75.99, - Thrifty White Pharmacy-Mn- \$11.53, - Valley Petroleum Equipment Inc- \$676.87, - VM Findley Consulting LLC- \$8000, - Walls Ltc Pharmacy Inc- \$36; employee status change for Marvin Miller and Jonathan Smith; overtime; March financial report and Ashley Lion's Club Gaming Site Authorization. Motion carried unanimously.

Kari Goelz, Emergency Manager, gave a 2020 spring flood update via telephone.

Debbie Swanson, Public Health Director, gave a COVID-19 update via telephone.

Coiya Tompkins, CVIC President/CEO, gave an update on Community Violence Intervention Center (CVIC) via telephone.

Michele Thiel, Human Resource Director, addressed the board.

Moved by Pic, seconded by Falck, to pay all qualified full-time and part time employees (excluding Human Service Zone Employees), employed and unable to work (or telework) due to the lack of available work or County imposed reduced hours to enable social distancing continue on administrative leave pay to bring them up to 100% of their normal wages and will be provided administrative leave pay to supplement the 2/3 pay that is part of the FFCRA. Motion carried unanimously.

Nick West, County Engineer, addressed the board via telephone.

Moved by Rost, seconded by Engen, to accept the bid from Advanced Drainage System for plastic culvert pipe materials. Motion carried unanimously.

Debbie Nelson, Finance and Tax Director, gave an update on the June 9, 2020 Primary Vote by Mail Only Election.

Tom Ford, Director of Administration, addressed the board via telephone.

Moved by Pic, seconded by Falck, to approve the Chair's signature on the Notice to Proceed and the contract with ICS, Inc. for the Grand Forks County Parking Ramp Project. Motion carried unanimously.

Haley Wamstad, State's Attorney, addressed the board.

Moved by Rost, seconded by Engen, to approve the Grand Forks County Asset Forfeiture Memorandum of Understanding. Motion carried unanimously.

Moved by Engen, seconded by Pic, to approve the following Emergency Order. Motion carried unanimously.

### **EMERGENCY ORDER**

Pursuant to the Declaration of Public Health Emergency dated March 17, 2020, and the authority set forth in Section 37-17.1-10 of the North Dakota Century Code, the Board of Commissioners for Grand Forks County hereby orders as follows:

#### **Factual Findings/Background**

The existence of COVID-19 poses an imminent threat to the public health warranting response by the County of Grand Forks. Proactive measures for containment and mitigation are necessary to slow the transmission and reduce the impact of the virus. Such measures include social distancing, self-quarantine, quarantine, and isolation, where appropriate.

A need exists in the County of Grand Forks for temporary housing to quarantine or isolate first responders, correctional employees, emergency management and other essential workers. This is necessary to ensure critical workforce is available, especially in rural areas where resources and personnel are limited.

Currently, the County of Grand Forks has no available housing options under its control for necessary and appropriate quarantine or isolation. The ability to use hotel/motel rooms

and/or dormitories for quarantine and isolation is needed to provide decent, safe and sanitary facilities and for the protection of public health, safety and welfare of the residents of Grand Forks County. The ability to utilize hotel/motel rooms and/or dormitories for quarantine and isolation is also necessary for the preservation of medical resources available within the community.

Because of the threat to public health, the existence of a public health emergency, the imminent need, and the lack of currently available resources or options, the County's traditional or typical procurement methods to obtain such services or resources are not feasible, timely or practical.

Now, based upon the findings above, I have determined that there is a real and imminent threat to the public health and safety of the County of Grand Forks with respect to the need for continuation of social distancing and the need for facilities for safe quarantine and/or isolation of first responders, correctional center employees, emergency management personnel, and other essential workers whose current housing situation does not allow for safe or feasible quarantine or isolation. Therefore, under the authority granted to me by Section 37-17.1-10 of the North Dakota Century Code the Board of Commissioners for the County of Grand Forks hereby ORDERS the following:

1. The Director of Administration shall prepare a Request for Hotel/Motel Proposals or Quotes to be distributed to hotels/motels within the County of Grand Forks for completion and return to the County no later than 1:00 p.m. on Tuesday, April 28, 2020.
2. Distribution of the Request for Proposals or Quotes to the hotels/motels shall be made by email to known hotels and motels located within the County limits and upon request.
3. The Request for Proposals or Quotes shall be published on the Grand Forks County web page.
4. Any and all requirements for publication in the County's official newspaper that may apply to a request for proposals or quotes is hereby waived.
5. Responses to the Requests for Proposals or Quotes shall be received by email only by the Grand Forks County Director of Administration.
6. The Grand Forks County Director of Administration is hereby authorized to prepare an appropriate Request for Proposals or Request for Hotel/Motel Room Price Quotes and a responsive form to be completed by interested hotel/motel and/or dormitory operators.
7. The Grand Forks County Director of Administration, in consultation with the Public Health Department, is further authorized to receive and evaluate responses to the Requests for Proposals or Quotes and to accept such proposals or quotes as the Director determines to be in the best interests of the public health and safety of the County of Grand Forks, subject to any further order by the County's Public Health Officer.

If any provision of this Order or the application thereof to any person or circumstance is held to be invalid by a court of competent jurisdiction, the remainder of the Order, including the application of such part or provision to other persons or circumstance should not be affected and shall continue in full force and effect. To this end, the provisions of this Order are severable.

This Order shall be effective upon its issuance and shall be periodically reviewed for the necessity of continuation to determine if there exists a continued need to address the immediate threat to public health and safety.

State's Attorney Wamstad said the Grand Forks County Water Board has closed the recreation facilities and campsites at Larimore and Fordville Dam through May 31, 2020 with the option to extend that closure, if necessary, based on the COVID-19 pandemic.

Commissioner Pic gave a thank you, on behalf of the entire Commission, to all Grand Forks County staff that have been able to continue to provide services to the public and continue the operations of the County during this difficult time.

Motion by Rost, seconded by Pic, to adjourn. Motion carried unanimously. The meeting adjourned at 5:27pm. The next meeting will be held on May 5, 2020 at 4:00pm.

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Diane K. Knauf, Chair  
Grand Forks County Commission

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Debbie Nelson, County Auditor